United States Department of State



Foreign Affairs Handbook

4 FAH-1 - Financial Management

Change Transmittal: FMH-43 **Date:** December 1, 2004

4 FAH-1 H-310 and H-420 UPDATES

Changes

- Revisions since the last update are listed in paragraph 4 below. They appear in *dark magenta italics* in the handbook. Other than formal titles, the dark magenta italics will be removed the next time the material is updated. Only current changes will appear in dark magenta italics. Dark magenta italics provide a historical record of changes.
- 2. **Change Transmittal** has replaced the term Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's Change Transmittal acronym and numerical series remains in place.
- 3. The updated subchapters are: H-310 and H-420.
- 4. **H-310 (16 of 54)**—Establish operating allowance code 1701 Unconditional Gift Fund (ECA) under allotment code 1072 Bureau of Education and Cultural Affairs.
- 5. **H-310 (19 of 54)**–Establish new allotment code 2033 Security Upgrades for U.S. Affiliated Facilities (OBO).
- 6. **H-420 (2 of 76)**—Change symbol and title for organization code 011410 to R/RPR Office of Policy, Planning, and Resources for Public Affairs and Public Diplomacy (S/ES).
- 7. **H-420 (11 of 76)**—Establish new organization codes 019360 Information Management Division and 019550 Office of Civilian Police and Rule of Law and change symbol and title for organization code 019305 to INL/RM/AIJS Afghan, Iraq, Jordan Support Division (INL).

- 8. **H-420 (33 of 76)**—Annotate organization code 130650 Taiwan Coordination Staff with "discontinued 11/26/04" and establish new organization code 130800 Office of Taiwan Coordination effective 11/29/04 (EAP).
- 9. **H-420 (37 of 76)**—Change office symbol and title of organization code 162100 to Office of Peacekeeping, Sanctions, and Counterterrorism (IO/PSC) (IO).
- 10. **H-420 (45 of 76)**—Change symbols and titles of 175000 Deputy Assistant Secretary and Assistant Director for Countermeasures to DS/C, 175222 to Overseas Support Branch, 175224 to Naval Support Unit, 175231 remove "%" in title, 175232 remove "s" from Evaluation and 175500 Office of Physical Security Programs to DS/C/PSP (DS).

Filing Instructions (Paper Copies)

- 1. Remove and destroy the text of the old subchapters 4 FAH-1 H-310 and H-420 and replace them with the attached subchapters.
- 2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:FMH-43 and initial.

Distribution Notice

- 1. The *Foreign Affairs Manual* and *Handbooks* (unclassified) official version can be found on the State Department's Intranet site.
- 2. All posts and offices keeping paper versions of the *Foreign Affairs Manual* are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5). A/RPS/MMS/P, Room B934, 202-736-7470, FAX 202-736-7472, handles all requests for paper copies, including non-Government users (include either fiscal information or payment with request, as appropriate).
- 3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/RPS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal letter. FPMC can be reached at 703-875-5620.

(RM/FPRA/FPMC)